

Introduced by \_\_\_\_\_

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

Ordinance No. \_\_\_\_\_

Council Bill No. B 147-13

**AN ORDINANCE**

authorizing a subrecipient commitment with the University of Missouri for collaboration on the BGREEN for CoMO project as it relates to the Parks and Recreation Department coordinating field activities at the 3M Urban Ecological Restoration Area with fourth and fifth grade students in the Columbia Public School District; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Manager is hereby authorized to execute a subrecipient commitment with the University of Missouri for collaboration on the BGREEN for CoMO project as it relates to the Parks and Recreation Department coordinating field activities at the 3M Urban Ecological Restoration Area with fourth and fifth grade students in the Columbia Public School District. The form and content of the subrecipient commitment shall be substantially as set forth in "Exhibit A" attached hereto and made a part hereof as fully as if set forth herein verbatim.

SECTION 2. This ordinance shall be in full force and effect from and after its passage.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor and Presiding Officer

APPROVED AS TO FORM:

\_\_\_\_\_  
City Counselor



# Office of Sponsored Programs Administration

University of Missouri

*Promoting Collaboration in Research*

## SUBRECIPIENT COMMITMENT FORM

A. PRIME PROPOSAL INFORMATION	
SPONSOR: Earth Force [flow-through from EPA]	SOLICITATION #: Earth Force & U.S EPA Region 7 Small Grants Proc
MU PI NAME: Candace Galen	MU PROJECT #: 00041999
PROJECT TITLE: BGREEN for CoMO, Building Grass Roots Environmental Education Networks for Columbia MO	

B. SUBRECIPIENT INFORMATION	
<b>1. SUBRECIPIENT'S LEGAL NAME:</b> City of Columbia  ADDRESS (include "+4" zip code): P. O. Box 6015 Columbia, MO 65205-6015  DUNS #: 017989024  EIN #: 43-6000810  CONGRESSIONAL DISTRICT: MO-4	<b>2. SUBRECIPIENT PI:</b> Brett O'Brien, Natural Resource Supervisor, P&R  ADDRESS: P. O. Box 6015 Columbia, MO 65205-6015  PHONE: 573-874-7489  FAX: 573-875-3159  EMAIL: bjo@gocolumbiamo.com
<b>3. SUBRECIPIENT BUSINESS/FINANCIAL CONTACT:</b> Becky Stidham, Management Support Specialist  ADDRESS: P. O. Box 6015 Columbia, MO 65205-6015  PHONE: 573-875-7550  FAX: 573-875-3159  EMAIL: rjs@gocolumbiamo.com	<b>4. SUBRECIPIENT AUTHORIZED OFFICIAL:</b> Mike Matthes, City Manager  ADDRESS: P. O. Box 6015 Columbia, MO 65205-6015  PHONE: 573-874-7254  FAX: 573-552-8828  EMAIL: mematthes@gocolumbiamo.com
<b>5. TYPE OF ORGANIZATION</b> <input type="checkbox"/> For-profit <input type="checkbox"/> Non-profit <input checked="" type="checkbox"/> Government <input type="checkbox"/> Individual <input type="checkbox"/> University	

C. REQUIRED PROPOSAL DOCUMENTS	
<input checked="" type="checkbox"/> Statement of Work (required)	
<input checked="" type="checkbox"/> Budget and Budget Justification (required) PERIOD OF PERFORMANCE:	TOTAL AMOUNT REQUESTED: \$5,000
<input type="checkbox"/> Biosketches and Other Support	
<input type="checkbox"/> Other:	

D. APPLICABLE RATES
<b>1. Facilities and Administration (F&amp;A) Rate:</b> <u>N/A</u> % Please check one of the following: <input type="checkbox"/> Subrecipient's federally-negotiated F&A rate for this type of work. (A copy of the subrecipient's F&A rate agreement must be provided to the University of Missouri before a subaward will be issued.)  <input type="checkbox"/> Other rate (please specify the basis on which the rate has been calculated):

**2. Fringe Benefit Rate: 41.7 %**

Please check one of the following:

- Consistent with or lower than the subrecipient's federally-negotiated fringe benefit rate. (A copy of the subrecipient's fringe benefit rate agreement must be provided to the University of Missouri before a subaward will be issued.)
- Other rate (please specify the basis on which the rate has been calculated):

City of Columbia's fringe benefit budget calculations for Fiscal Year 2013 - attached.

**E. ASSURANCES**

**1. Debarment, Suspension, Proposed Debarment**

Is the PI or any other employee or student participating in this project debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities? If the subrecipient is owned by a parent entity, is the parent entity debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities?

- No  Yes (please explain):

The organization/institution certifies that it: (answer all questions below)

is  is not presently debarred, suspended, proposed for debarment, or declared ineligible for award of federal contracts;

is  is not presently indicted, or otherwise criminally or civilly charged, by a governmental entity;

is  is not within three (3) years preceding this offer, convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract or subcontract; violation of federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

is  is not within three (3) years preceding this offer, subject to contract(s) termination by any federal agency for default.

**2. Conflict of Interest**

42 CFR Part 50.604 requires that institutions conducting PHS-funded research "Maintain an up-to-date, written, enforced policy on financial conflicts of interest." Further, "If the Institution carries out the PHS-funded research through a subrecipient (e.g., subcontractors or consortium members), the Institution (awardee Institution) must take reasonable steps to ensure that any subrecipient Investigator complies with this subpart by incorporating as part of a written agreement with the subrecipient terms that establish whether the financial conflicts of interest policy of the awardee Institution or that of the subrecipient will apply to the subrecipient's Investigators."

Subrecipient hereby certifies that it has a conflict of interest policy that complies with 42 CFR Part 50, Subpart F, "Responsibility of Applicants for Promoting Objectivity in Research." Subrecipient also certifies that, to the best of the organization/institution's knowledge (1) all financial disclosures have been made related to the activities that may be funded by or through a resulting agreement and required by its conflict of interest policy; and (2) all identified conflicts of interest have or will have been satisfactorily managed, reduced, or eliminated in accordance with subrecipient's conflict of interest policy prior to the expenditure of any funds under a resulting agreement.

Subrecipient does not have a conflict of interest policy that complies with 42 CFR Part 50, Subpart F.

**Note:** The Curators of the University of Missouri will evaluate on a case-by-case basis each proposal including a subrecipient that does not have a conflict of interest policy that complies with 42 CFR Part 50, Subpart F. The Curators of the University of Missouri will not submit to a PHS agency any application including such subrecipients prior to review and resolution.

Not applicable because this project is not funded by the NIH, AHRQ, ATSDR, CDC, FDA, HRSA, IHS, SAMHSA, or any other sponsor that has adopted these federal financial disclosure requirements.

**3. Fiscal Responsibility**

The organization/institution certifies that its financial system is in accordance with generally accepted accounting principles and (check all that apply):

has the capability to identify, in its accounts, all federal awards received and expended and the federal programs under which they

were received;

- maintains internal controls to assure that it is managing federal awards in compliance with applicable laws, regulations, and the provision of contracts or grants;
- complies with applicable laws and regulations; and
- can prepare appropriate financial statements, including the schedule of expenditures of federal awards.

#### 4. Audit Status

- Subrecipient receives an annual audit in accordance with OMB Circular A-133.

Most recent fiscal year audit completed: 2012

Were there any findings?  Yes  No

URL for the subrecipient's most recent audit report: <http://harvester.census.gov/sac/dissemin/asp/incompleteEntity.asp>

- Subrecipient DOES NOT receive an annual audit in accordance with OMB Circular A-133.

Subrecipient is a:  Non-profit entity (under federal-funding threshold)  Foreign entity  
 For-profit entity  Government

### F. CERTIFICATIONS

#### 1. Human Subjects

Will human subjects be involved in subrecipient's portion of this project?

Yes  No

#### 2. Animal Subjects

Will animal subjects be involved in subrecipient's portion of this project?

Yes  No

#### 3. Recombinant DNA:

Will recombinant DNA be involved in subrecipient's portion of this project?

Yes  No

#### 4. Stem Cells:

Will stem cells be involved in the subrecipient's portion of this project?

Yes  No

5. For Clinical Trials, please provide the following: maximum patient enrollment, per patient amount, and, if applicable, the Institutional Review Board (IRB) fee required by the Subrecipient.

N/A

#### APPROVED FOR SUBRECIPIENT

*The information, certifications, and representations above have been read, signed, and made by an authorized official of the subrecipient named herein. The appropriate programmatic and administrative personnel involved in this application are aware of agency policy in regard to subawards and are prepared to establish the necessary inter-institutional agreements consistent with those policies. Any work begun and/or expenses incurred prior to execution of a subaward agreement are at the subrecipient's own risk.*

\_\_\_\_\_  
Subrecipient Authorized Official

\_\_\_\_\_  
Date

Mike Matthes, City Manager

\_\_\_\_\_  
Printed Name and Title

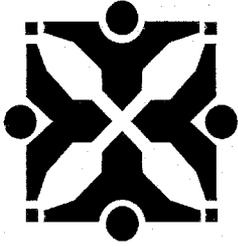
### **Statement of Work**

Park staff will coordinate field activities at the 3M Urban Ecological Restoration Area with Columbia Public School District 4<sup>th</sup> & 5<sup>th</sup> grade students and teachers. Field activities will focus on scientific study/research and will involve activities such as monitoring and data collection of park wildlife, evasive plant species and water quality. Students will also participate in planting and restoration work at the site involving native plant species and shoreline protection.

### **Budget**

Field Supplies for 10 school projects @ \$250.00 a piece or \$2500.00 total  
Supplies include materials for remediation, restoration and measurement.

Bus transportation to site: 10 school trips requiring 2 busses @ \$125 per trip = \$2500.00



Source: Parks and Recreation *MS*

Agenda Item No:

To: City Council  
From: City Manager and Staff *MM*

Council Meeting Date: May 20th, 2013

Re: Subrecipient Commitment Form - BGREEN for CoMo Project

**EXECUTIVE SUMMARY:**

The Parks and Recreation Department is requesting a Council resolution authorizing the City Manager to sign a subrecipient commitment form (Exhibit A) with the University of Missouri to collaborate on the BGREEN for CoMO project. The BGREEN for CoMO project is a collaborative research project between the University of Missouri, Columbia Public Schools, Columbia Parks and Recreation Department and the Columbia Center for Urban Agriculture that focuses on research pertaining to environmental education within our community. The P&R Department will assist the project by coordinating field activities at the 3M Urban Ecological Restoration Area with 4th & 5th grade students within the Columbia Public School District. The P&R Department is responsible for \$5,000 of the grant for field activities and transportation to the 3M site. The City will be reimbursed by the Earth Force grant for the \$5,000. The collaborative research project begins September 2013 and concludes April 2014.

**DISCUSSION:**

The Natural Resource program area of the Parks Service Division, in collaboration with the University of Missouri, Columbia Public Schools and Columbia Center for Urban Agriculture, has been awarded a grant by the Earth Force organization and the Region 7 small grant program of the United States Environmental Protection Agency. Earth Force, a non-profit organization, focuses on educating and working with local agencies to engage and educate young people about environment issues within their community. The organization works with local school districts, municipalities, corporations and institutions of higher education to provide opportunities for young people to engage in real problem-solving around environmental issues within an urban environment.

The BGREEN for CoMO collaborative project has been awarded a \$20,000 grant from Earth Force and those funds will be used by each of the four organizations as a collaborative education project. The Natural Resource Division of the Parks and Recreation Department will use a portion of the funds from the BGREEN for CoMO project to work with Columbia Public Schools to provide educational opportunities for 4th & 5th grade students within the school district. Natural Resource Staff will host students at the 3M Urban Ecological Restoration Area to conduct research and complete planting and restoration projects within the site. The students will be asked to monitor environmental impacts on the site, effects of the weather, collect data related to urban wildlife as well as assist with planting native species within the ecological restoration area.

The total cost of the portion of the project that the Parks and Recreation Department is responsible for is budgeted at \$5,000 and the Department will submit the necessary documentation at the completion of the educational research program in April 2014 to be reimbursed for the total amount of dollars spent for the Earth Force project. The \$5,000 will include \$2,500 for field supplies for 10 different school projects and \$2,500 will be used to pay for 10 bus trips to transport students to and from the park site. The \$5,000 needed for the project will be paid for through the FY-14 general operating budget of the Natural Resources Division of the Parks and Recreation Department.

**FISCAL IMPACT:**

The City will be reimbursed for all funds up to \$5,000 by Earth Force through the U.S. EPA Region 7 small grant program for the expenses incurred during the educational research project. The City is responsible for all field supplies and transportation for their portion of the project which will be paid for out of the Horticulture FY-14 annual operating budget.

**VISION IMPACT:**

<http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php>

12.1 Goal: A variety of attractive, well-maintained parks throughout Columbia-including neighborhood parks, regional parks, nature parks, and urban parks-will ensure all residents have access to a full range of outdoor and indoor recreational opportunities.

4.1 Goal: Excellent education programs and facilities are available to students of all ages in a variety of programs that both support each individual's goals and address the diverse social, economic and environmental needs of the community.

**SUGGESTED COUNCIL ACTIONS:**

Approve the ordinance authorizing the City Manager to sign the subrecipient commitment form with the University of Missouri and the Earth Force organization allowing the Parks and Recreation Department to participate in the environmental education program and appropriating the funds.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$5,000.00	New Program/ Agency?	No	Federal or State mandated?	No
Amount of funds already appropriated	\$0.00	Duplicates/Epands an existing program?	No	<b>Vision Implementation impact</b>	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year net costs:		<b>Resources Required</b>		Vision Impact?	Yes
One Time	\$5,000.00	Requires add'l FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	12.1
Operating/ Ongoing	\$0.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	4.1
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	